

# Annual Statewide Transportation Improvement Program (STIP) Review

**Lynn Peterson**

WSDOT  
Secretary of Transportation

**Kathleen Davis**

WSDOT, Highways & Local Programs  
Director

**Stephanie Tax**

WSDOT, Highways & Local Programs  
Manager, Program Management

**Nancy Huntley**

WSDOT, Highways & Local Programs  
Transportation Engineer



Washington State  
Department of Transportation

STIP Training  
Various Locations  
Various Dates

# Local Transportation Improvement Programs

- Prepared by Cities, Towns & Counties (cities and towns - RCW 35.77.010; counties - RCW 36.81.121)
- Six-year programs
- First four years fiscally constrained
- Submit the federally funded and projects of regional significance to MPOs and/or RTPOs for inclusion in the regional TIPs, as applicable
- Copies to WSDOT within 30 days of adoption – Cities-July 31st, Counties-January 31<sup>st</sup>
- For counties copies to County Road Administration Board (CRAB)

# Transit Development Plans

- Prepared by transit agencies (RCW 35.58.2795)
- Six-year plans
- Developed by September 1<sup>st</sup> of each year
- Shall be consistent with the comprehensive plans adopted by counties, cities, and towns
- Submit the federally funded and projects of regional significance to MPOs and/or RTPOs for inclusion in the regional TIPs, as applicable
- Plans are submitted to WSDOT, Transportation Improvement Board (TIB), cities, counties and regional planning councils

# Tribal Transportation Improvement Programs

- Prepared by each Tribal Nation (25 CFR 170.402 & 170.421)
- Consistent with the tribal long-range transportation plan.
- Contain all Tribal transportation funded projects scheduled to start in the next 3-5 years
- Identify the implementation year of each project
- May include other Federal, State, county, and municipal transportation projects initiated by or developed in cooperation with the Tribal government
- Forwarded to Bureau of Indian Affairs (BIA) for inclusion into the Indian Reservation Road Transportation Improvement Program (IRRTIP)

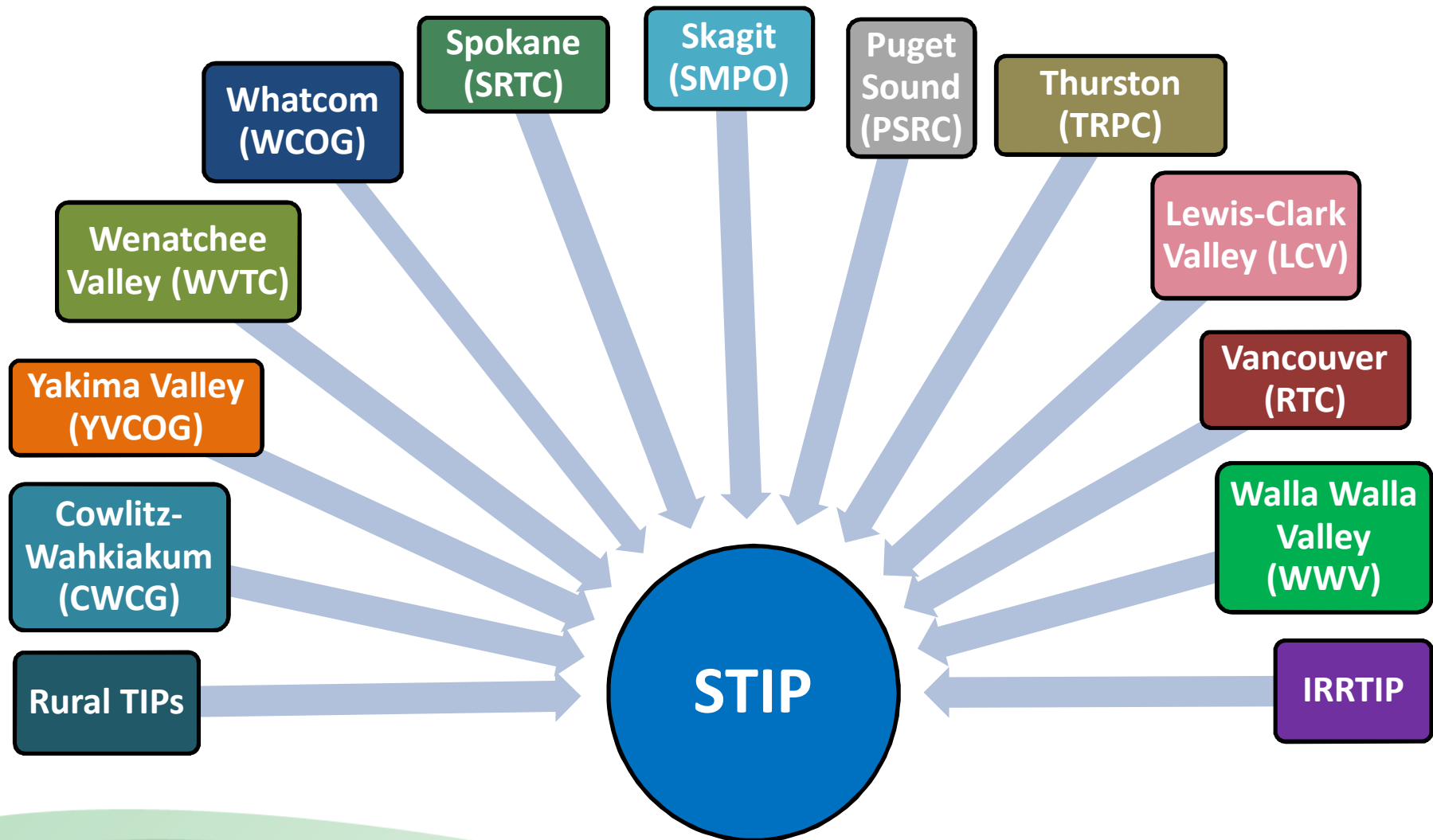
# Metropolitan TIPs

- Metropolitan Planning Organizations: 23 USC 134 (j)
  - **Four-year program (calendar years)**
  - Developed cooperatively with the state and transit operators
  - Must be consistent with the Metropolitan Transportation Plan
  - Approved by the MPO and the Governor designee
  - Must be updated at least every four years
  - Included in STIP without change
  - Fully program four years of projects that are expected to begin within the time frame of the STIP

# Regional TIPs (RTIPs)

- Regional Transportation Planning Organizations:  
RCW 47.80
  - **Six-year program (calendar years)**
  - Developed cooperatively with local governments, WSDOT and transit operators
  - Must be consistent with the Regional Transportation Plan
  - Approved by the RTPO
  - Must be updated at least every two years

# Transportation Improvement Programs (TIPS)



# Statewide Transportation Improvement Program (STIP)

- A statewide financially constrained listing/program of transportation-related projects for all areas of the state
- Developed under 23 USC 135 and 49 USC 5304
- Covers a period of four years
- Consistent with the long-range statewide transportation plan, metropolitan transportation plans, and rural transportation improvement programs.
- Required for projects to be eligible for funding under title 23 USC and title 49 USC, Chapter 53
- Approved jointly by Federal Highway Administration and Federal Transit Administration



# Projects Required in Regional TIPs and STIP

- All projects receiving Federal Highway Administration (FHWA) or Federal Transit Administration (FTA) funds, including match and other sources included in the project.
- All regionally significant projects in the state (whether state or federally funded), including State Transportation projects.

# Defining Regional Significance

**Facility that serves regional transportation needs**

**Facilities that are included in the modeling network**

**Principal arterials and all fixed guideway transit facilities**

**Determined by the MPO**



# Key Elements for Each Project

- Project Description
- Total Project Cost
- Full Funding of a Project
- Complete Funding of a Phase

# Project Descriptions

Type of work (roadway, transit, bicycle, pedestrian, landscape, etc.)

Type of work (widen, reconstruct, purchase buses, # lanes, # buses, etc.)

Type of work (safety, enhancements, ITS, etc.)

Termini (project limits, mile points, logical termini)

Length (total length of project)

# Examples of Project Descriptions

- Reconstruct roadway to two travel lanes with a center left turn lane, illumination, sidewalks, roundabout.
- Replace up to 22 paratransit vehicles that exceeded mileage and years of service guidelines

# Examples of Project Descriptions

- Pedestrian and bicycle facilities consisting of curbs and gutters, ~~10'~~ multi-use sidewalks, ~~6'-wide~~ and planter strips.
- Plane off ~~three inches of~~ asphalt roadway and resurface with ~~three inches of 1/2'~~ Hot Mix Asphalt (HMA).



# Total Project Costs

Estimated (planning-level,  
engineering, NEPA)

May extend beyond the four years  
of the TIP

Can and should change over time as  
the project is developed

## Full funding of a project

- Projects are consistent with the Metropolitan Transportation Plan (MTP).
- Related to assuring that projects programmed in the regional TIP/STIP are anticipated to be ultimately built
- Associated with reasonable assurance that the funds will be available for programming in the STIP in the timeframe anticipated for completion.



# Complete funding of a phase

- Any phase of a project can only be programmed in the TIP/STIP if it is completely funded.
- All funding for a phase federal, state, and local must be included.
- If a project only has partial funding reasonably available for a given phase, the phase can not be programmed in the TIP/STIP.

Example: construction phase has federal funds, but there are no local funds to match, or to complete PE and/or R/W do not included in TIP/STIP.

## Scenario: Does the STIP need to document the total amount of funds programmed for the phase?

$$PE = \$5M \text{ (Fed + Local match)}$$

Answer: Yes – the STIP is designed to document the total amount of funds (Fed and/or Local) programmed for each project/phase of a project listed in the STIP. For projects that are regionally significant, it doesn't matter if there's federal funds or not – all funds must be programmed in the STIP. For non-regionally significant projects that are using Federal funds, the STIP documents all funds to be programmed for that project or project phase.

STIP (2013) – PE = \$1M (Fed) + \$4M (local) = \$5M programmed in the STIP

**In cases where a project phase is going to be programmed over several STIP years, the STIP would reflect how the funds are programmed.**

Example 1:        STIP (2013) = \$1M (Fed + Local match)  
                     STIP (2014) = \$2M (local)  
                     STIP (2015) = \$1M (local)  
                     STIP (2016) = \$1M (local)  
                     Total Programmed in the STIP = \$5M

Example 2:        STIP (2015) = \$1M (Fed + Local match)  
                     The rest of the phase is assumed to be fully funded based on the fiscal constraint demonstration from the MTP.  
                     Total Programmed in the STIP = \$1M

Note: if the project were to move forward to 2014 so it could be authorized, the rest of the funding associated with the project would also need to move forward into the STIP and would reflect something like one of the examples above.

# Other Federal Requirements

- National Environmental Protection Act (NEPA): Federal approval of NEPA requires a subsequent phase (RW, CN) of the project included in the STIP.
- PE: Use FHWA funds in preliminary engineering (PE), you have just committed to building the project. FHWA can request the funds used in PE be paid back if the project is not built within a reasonable time.

## Other Key Elements

- Federal aid numbers - need to be included on the project, if a project has previously been authorized. The agency needs to update the project with the project number to ensure clarity on which project is being referenced.
- ALL phases - ALL should only be utilized for a project when the entire project can be initiated in the one year.
- Expenditure Plan - Verify expenditure plan aligns with funds programmed.
- Right of Way (RW) - If the RW indicator is “Yes”, a RW phase should be programmed.

# STIP Entry

Phase	Start Date	Federal Fund Code	Federal Funds	Local Funds	Total
PE	2012	HSIP	40,000	10,000	50,000
CN	2013	HSIP	410,000	40,000	450,000
			450,000	50,000	500,000

# Local Agency Agreement Submittal

## PE Phase

Type of Work	Estimated Total Project Funds	Estimated Agency Funds	Estimated Federal Funds
Consultant	40,000		40,000
Agency	10,000	10,000	
Total Cost Est.	50,000	10,000	40,000

# NHPP Overview

- National Highway Performance Program (NHPP): to support the condition and performance of the NHS; expands the size of the NHS to include all principal arterials; asset management plans required; states set targets for condition and performance; penalties for failure to reach targets.
- For WA - 850 miles of locally owned principal arterials were added.
- Must have certified testers for projects located on the NHS.
- Developing national performance measures for the NHS. Three measures that apply to the NHS are pavement condition, bridge condition and system performance.
- Committee agreed to provide \$45 million for local bridges, of which approximately \$23 million from NHPP and the remaining from the Surface Transportation Program (STP).



# STP Overview

- Surface Transportation Program (STP): to improve the transportation system (most flexible funding); new set-aside for off-system bridges; new program eligibilities (ferry boats, border infrastructure, SRTS); 50% sub-allocated based on population.
- Sub-allocated based on population was modified to reflect 2010 Census and applied as follows:
  - Areas Over 200,000 population
  - Areas between 5,000 population and 200,000 population (NEW)
  - Areas Less than 5,000 population
- 50% STP Any Area includes:
  - Set-aside for bridges off the federal aid system (WA – \$22.9 million).
  - Remainder split between the state and local governments to maintain 66% / 34%
- WSDOT allocates STP funds to the Metropolitan Planning Organizations (MPO) & County Lead Agencies for prioritizing and selecting projects.
- Bridge projects are selected through WSDOT based on condition.

# TAP Overview

- Transportation Alternatives Program (TAP): for most but not all former TE-eligible activities, Recreational Trails and Safe Routes to School; 50% to be sub-allocated based on population; no performance measures or targets.
- Sub-allocated to Regional Transportation Planning Organizations (RTPO) based on population to reflect 2010 Census (NEW):
  - Areas Over 200,000 population
  - Areas between 5,000 population and 200,000 population
  - Areas Less than 5,000 population
- 50% distributed at State's discretion:
  - Set-aside for Recreational Trails (WA – ~ \$1.9 million).
  - WA Steering Committee identified a set-aside for Safe Routes to School (\$2.4 million annually (2/3 of SAFETEA-LU \$3.6 million), which are selected through WSDOT.
  - Remainder provided to RTPO.
- WSDOT allocates these funds to the RTPOs for prioritizing and selecting projects.

# **New MAP-21 Federal Programming Codes – Surface Transportation Program (STP)**

- STP(UL) Urban Large – Areas over 200,000 population
- STP(US) Urban Small – Areas between 5,000 population and 200,000 population
- 
- STP(R) Rural – Areas less than 5,000 population
- STP(BR) Local Bridge Replacement/Rehab.

# **New MAP-21 Federal Programming Codes – Transportation Alternatives Program (TAP)**

- TAP(UL) Urban Large – Areas over 200,000 population
- TAP(US) Urban Small – Areas between 5,000 population and 200,000 population
- TAP(R) Rural – Areas less than 5,000 population
- TAP(SR) Safe Routes to Schools funded from TAP

# Other New MAP-21 Funding Codes for Programming

- NHPP - National Highway Performance Program
- HSIP(SR) – Safe Routes to Schools funded from HSIP
- FBP – Ferry Boat Program

# STIP Administration

<u>Amendment</u>	<u>Administrative Modification</u>	<u>Updates Not Requiring STIP Changes</u>
Adding a New Project	Revisions to lead agency	Moving a project within the four years of the TIP or STIP.
Deleting a Project	Adding a prior phase of a project not previously authorized	Changes in a projects federal fund source(s) (any change from IM to NHS or STP etc., is an update only as this is a funds management action)
<p>Changes to a project's total programmed amount* greater than 30% (or any amount greater than \$3 million). This includes adding or subtracting funds from currently programmed phases.</p> <p>* Total programmed amount = A project's current 4-year STIP total of programmed funds</p>	<p>Changes to a project's total programmed amount* less than 30% (or any amount less than \$3 million). This includes adding or subtracting funds from currently programmed phases.</p> <p><u>Note:</u> In order to reprogram funds decreased from a project or phase (i.e. adjust to award), the STIP will need to be updated prior to or at the same time funds are being reprogrammed.</p> <p>* Total programmed amount = A project's current 4-year STIP total of programmed funds</p>	<p>Any and/or all federal funds currently programmed in the STIP for a particular project without consideration of the phase split. For example: Programmed amounts are:</p> <p>PE – 1,000,000 CN – 4,000,000</p> <p>Authorization for PE of 1,750,000 is allowed without a change to the STIP since the funds are programmed. <b>OR</b> Authorization for CN of 5,000,000 if the funds were not utilized for PE.</p>

# STIP Administration

<u>Amendment</u>	<u>Administrative Modification</u>	<u>Updates Not Requiring STIP Changes</u>
Major Scope Changes	Minor changes or errors in project information such as: environmental type, right of way required, improvement type, project limits, functional classification, typographical errors, transposed numbers, etc.	All adjustments in a project's funding authorization for award of a contract.
Changes to a project that affects Air Quality Conformity	Project descriptions should be concise and fields for lead agency, improvement type, total project length, begin & end termini, environmental type, right of way required, etc. must be included/updated	
Adding a future phase of a project		
Adding Federal dollars to a project currently in the TIP/STIP that does not have federal funds ( <i>federalizing a project</i> ).		

# STIP Amendment Processing

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
May 13: Mother's Day May 28: Memorial Day						

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
Jul 04: Independence Day						

2012

June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Jun 17: Father's Day						

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2012

Amendment Due
  Submit to Feds
  Amendment Approval
  Ad Date



# Annual STIP Timeline

- **June 30**  
All cities and towns six-year programs adopted
- **Jul 31**  
Adopted TIPs due to WSDOT (via online STIP or mail)
- **Aug/Sept**  
MPO & RTPO assemble regional TIP and prepare analysis for conformity finding
- **Sept 1**  
Transit agencies prepare a six year transit development plan
- **Oct**  
WSDOT, FHWA and FTA review MTIPs for air quality conformity
- **Oct 15**  
All MPO and RTPO TIPs due to WSDOT

# Annual STIP Timeline

- **Nov**

Regional Air Quality Conformity findings from FHWA and FTA

*Draft* STIP available for public review

WSDOT approves MPO TIPs

- **Dec**

WSDOT submits the STIP to FHWA and FTA for approval

Counties adopt annual budgets and six-year programs

- **Jan**

FHWA and FTA approve the STIP

- **Jan-Oct**

Monthly TIP/STIP amendments are processed

# Look for:

Find a Local Project:

<http://www.wsdot.wa.gov/localprograms>

The screenshot shows the Washington State Department of Transportation website. The header includes the WSDOT logo and navigation links: News, Employment, Good To Go!, Contact Us, and WSDOT Home. Below the header is a menu bar with links: Traffic & Cameras, Projects, Business, Environment, and Maps & Data. A search bar is also present. The main content area is titled 'Highways and Local Programs' and includes sections for 'About H&LP', 'Accountability & Performance', 'Find a Local Project', 'Current Call for Projects', 'Resources', and 'Project Development Tools'. The 'Find a Local Project' section features a 'Local Project Search' button and a photo of a street scene with the caption 'Grandview - Alive Downtown Improvements'.

## Project Funding

Fund Program	Amount
STP Regional	\$60,000.00
Federal Total	\$60,000.00
Other	\$30,000.00
Total Project Cost (see NOTE below)	\$90,000.00

# Resources

- WSDOT Highways & Locals web page:  
<http://www.wsdot.wa.gov/localprograms>
- Washington STIP web page:  
<http://www.wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>
- Washington Local Agency Guidelines (LAG Manual)  
<http://www.wsdot.wa.gov/LocalPrograms/LAG/>
- FHWA – MAP-21  
<http://www.fhwa.dot.gov/map21/guidance/index.cfm>

# For Assistance

Region Local Programs Engineers

- **Northwest** – Ed Conyers  
(206) 440-4734
- **North Central** – Paul Mahre  
(509) 667-3090
- **Olympic** – Neal Campbell  
(360) 357-2666
- **Southwest** – Ken Hash  
(360) 905-2215
- **South Central** – Roger Arms  
(509) 577-1780
- **Eastern** – Keith Martin  
(509) 324-6080

**For the STIP: Nancy Huntley**

(360) 705-7378

huntlen@wsdot.wa.gov